



UN Development Programme Turkey - Ankara

Award ID: 00127364

Award Title: Technical Assistance for the Establishment and Operationalization of Adana Vocational Training Centre

Start Year: June 2019

End Year: End of February 2022

Implementing Partner: ADASO

(Executing Agency): UNDP

Budget (US\$) as of Revision on 31.07.2021

Donor	Fund	Amount
TUR	30000 Programme Cost Sharing	334.448,00 USD*
UNDP	04000 TRAC	N/A
Total Budget (2019-2022)		USD 334.448,00
Total Expenditures (as at 31.07.2021)		USD 114.870,55
Residue		USD 219.577,45

**Equivalent to Euro 300K based on UN Operational Rates of Exchange (UNORE) for USD/Euro for MAY 2019 which was written in PRODOC. As stated in the Finance Agreement, Euro300k will be sent in 4 tranches, and the amount sent in each tranche in Euro will be converted into US Dollar as per UN's prevailing monthly exchange rate (UNORE) as of the day it is deposited into the UNDP account and will be reflected into the financial reports.*

Responsible Party

(Implementing Agent): Adana Chamber of Industry (ADASO)

Revision Type: No-Cost Extension in Project Duration

Brief Description:

The Project document "Technical Assistance for the Establishment and Operationalization of Adana Vocational Training Centre" is signed by ADASO, UNDP and MoFA on 01 June 2019. UNDP-EBRD Financing Agreement was signed on 3 March 2020 with a total amount of #Euro300.00,00#. First payment received by UNDP on 19 May 2020 as advance and as of 19 May project became operational and UNDP has initiated project activities that has been mentioned in the Project document to be implemented for the 18-month duration of the project in total.

As per the decision made in the 1st Project Steering Committee (PSC) Meeting held on 27th of October 2020 including the members from Presidency of Strategy and Budget (SBB), Ministry of Foreign Affairs (MoFA), Adana Chamber of Industry (ADASO), European Bank for Reconstruction and Development (EBRD) and United Nations Development Programme (UNDP) Turkey Country Office, the duration of the project is agreed to be extended from 30.11.2020 to 31.08.2021 with no cost time extension. Through the period the below shared activities were realized, and accomplishments have been achieved:

- The tailor-made business model of the VET Centre was conceptualized, and its business plan was developed through which the service packages of the Centre were delivered
- The VET modules were designed, the content of the vocational trainings was developed, and three pilot blended vocational trainings were given to the vocational high school students

- Adana Chamber of Industry was provided with the required capabilities and competencies to best operate the VET Centre and deliver its services effectively

In the light of those progresses in the Project, 2nd Project Steering Committee (PSC) Meeting held on 23rd of August 2021 including the members from Presidency of Strategy and Budget (SBB), Adana Chamber of Industry (ADASO), European Bank for Reconstruction and Development (EBRD) and United Nations Development Programme (UNDP) Turkey Country Office.

As per decision of PSC Meeting and approval and mutual consent of all parties, **the duration of the project is agreed to be extended from 31.08.2021 to 28.02.2022 with no cost time extension** to implement and finalize the following activities:

- To realize additional seven pilot blended vocational trainings under the scope of the AVTC Project to monitor the quality and sustainability of the vocational trainings
- To provide ADASO and vocational high school students with at least one online vocational training by using digital tools as described in the "AVTC Project Conceptual Design Report"
- To facilitate and ensure the signing of the protocol among ADASO and Ministry of Education which will give ADASO the legitimacy to provide vocational trainings and accomplish the operationalization of Adana VET Centre
- To facilitate the collaboration among ADASO and a service company to give ADASO the legitimacy to make official tests and act as VOC Test Centre

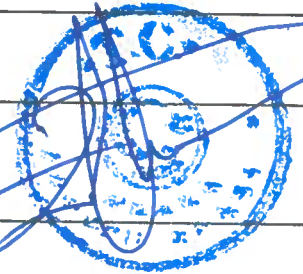
Consequently, the project budget has been revised to reflect the no-cost extension of the project from 31 August 2021 to 28 February 2022. There is no change in the total contribution of the European Bank for Reconstruction and Development (EBRD) to the project (in total #Euro300.000,00#.)

Agreed by the Adana Chamber of Industry (ADASO)

Zeki Kivanç

Louisa Vinton

Agreed by United Nations Development Programme (UNDP)



Annexes:

1. Annual Work Plan and Budget (Revised for 2020, 2021 and 2022)
2. Project Steering Committee Meeting Minutes (with list of participants)

ANNUAL WORK PLAN (AVIC-UU121250)

All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.

EXPECTED OUTPUTS	PLANNED ACTIVITIES	PLANNED BUDGET			2020 Amount (USD)	2021 Amount (USD)	2022 Amount (USD)	Total Amount (USD)	
		Responsible Party	Fund	Donor					Budget Description
Output 1:									
Adana VET Centre Operationalized	1.1 Component #1: Sectoral and Field Level Analyses 1.2 Component #2: Business Modelling and Planning 1.3 Component #3: Design and Customization of VET Modules 1.4 Component #4: Capability Development and Mentorship 1.5 Component #5: Technical Assistance for Certification	ADASO and UNDP in collaboration with local implementing partners	30000	00025	71400 Service Contracts	29,245.93	40,000.00	5,676.55	74,922.48
					71300 Short Term Consultants	11,019.23	65,000.00	4,333.32	80,352.55
					71600 Travel (Per Diem)	-	2,000.00	1,811.55	3,811.55
					71600 Travel	-	4,000.00	1,165.90	5,165.90
					72100 Contractual Services - Companies	465.55	90,000.00	12,652.10	103,117.65
					72200 Equipment and Furniture	-	-	-	-
					74200 Publications	-	1,500.00	-	1,500.00
					74525 Consumables and Utilities	-	-	-	-
					74598 Direct Project Costing	-	30,000.00	10,803.00	40,803.00
General Management Support						40,730.71	232,500.00	36,442.42	309,673.13
TOTAL						3,258.46	20,000.00	1,515.71	24,774.17
						43,989.17	252,500.00	37,958.13	334,447.30

On behalf of the ADASO:

Name: **Bara Kocaman**Title: **Gen. Secreter (Sec. Gen.)**

Date:

Signature:

Zeki Kuvang

President

ADANA SANAYI ODASI

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Tel: 0 322 436 63 63 Fax: 0 322 436 16 36

Seyhan V.D. 007 004 2522

On behalf of the UNDP:

Name: **Seher Alacaci Ariner**Title: **Assistant Resident Representative**Date: **26-Aug-2021**

Signature:

Seher Alacaci



***TECHNICAL ASSISTANCE FOR THE ESTABLISHMENT AND
OPERATIONALIZATION OF ADANA VOCATIONAL TRAINING CENTRE***

Second Project Steering Committee Meeting

Date: 23 August 2021

Place: Online Meeting (Zoom)

Participants:

- Mr. Zeki Kıvanç, Chairman of the Board, ADASO
Mr. Bora Kocaman, Secretary General, ADASO
Mr. Mehmet Uvez, Head of the Gender and Economic Inclusion Team Turkey, EBRD
Mr. Harun Ercan, Expert, MoFA
Mr. Mustafa Ali Yurdupak, Inclusive and Sustainable Growth Portfolio Manager, UNDP
Ms. Alara Özoğul, Gender and Economic Inclusion Specialist, EBRD
Ms. Çiğdem Yüzgeç, VET Project Expert, ADASO
Ms. Gülüzar Güleç, Expert, SBB
Ms. Elif Demirezen Cancı, Project Execution Committee Member, SBB
Mr. Selçuk Sertesene, M&E Officer, UNDP
Ms. Arzu Karaarslan Azizoğlu, Local Economic Development Projects Manager, UNDP
Mr. Güray Balaban, Civil Works Procurement and Contracts Officer, UNDP
Mr. Burak Eldem, Portfolio Administrator, UNDP
Ms. Nur Akıncı, Inclusive and Sustainable Growth Portfolio Communication Associate, UNDP
Ms. Evrim Esen Uygun, Project Expert, UNDP
Ms. Tuğçe Topaloğlu Dikbaş, Project Associate, UNDP
Ms. Shams Alakbarova, Project Assistant, UNDP

Agenda:

Opening Speech

Presentation on "Review of the Project and Activities, Update on Current Situation"

Discussion on Key Project Topics:

Extension of Project Duration

Planned Upcoming Activities

Explanations and Remarks by the Agenda Owner**Agenda Item
and Agenda
Owner**

**Opening
Speech: Zeki
Kivanç,
ADASO**

- Mr. Zeki Kivanç started his speech by thanking both institutions for the work carried out within the scope of Adana Vocational Training Center Project under the cooperation of UNDP and financial support of the EBRD. Stating that the related project is an example, he emphasized that the lack of qualified personnel is the biggest problem in vocational education and mentioned that they made improvement efforts in this framework.
- Noting that as ADASO, they renewed all the workshops of Adana Vocational High School with both local contributions and EU funds and changed their infrastructure, he mentioned their main goal is to show the importance of the Vocational High School. In addition, he stated that ADASO continues to work towards becoming a Vocational Qualifications Institution Examination Center and conveyed that the ultimate goal is to establish a strong online education.
- Noting that the support and contributions of the partners are very important in achieving this goal in the upcoming period, he mentioned that it is necessary to control the outputs of the relevant Project that is being implemented and to carefully examine what the final result of the Project will be.
- In this context, he stated that they visited the textile education campus in Germany in July as a capacity building activity and shared that they examined the education content within the scope of the relevant visit, and that he saw that successful students could continue to university after 3 years of apprenticeship training. Noting that he thinks that creating a similar model by making use of existing resources will make great contributions to vocational education, he stated that good examples such as Austria and Germany should be used.

**Opening
Speech:
Mehmet
Uvez, EBRD**

- Expressing that as EBRD they are very satisfied with the Project and its outputs so far, Mr. Mehmet Uvez stated that they are in constant communication with the partners and thus expressed the thought that a good seed has been planted within the scope of Adana Vocational Training Centre Project.
- While supporting inclusion of disadvantaged groups such as youth, women and refugees, he emphasized that this is a need and that it is important that the private sector should also work for this need, and in this context, he drew attention to the criticality of communication with the Chambers.
- He stated that as EBRD they wish that the seeds to be planted here and the model to be formed would be innovative and that it will be a model to be shared at the national and international level.

<p>Opening Speech and Project Presentation: Mustafa Ali Yurdupak, UNDP</p>	<p>In his presentation, Mustafa Ali Yurdupak:</p> <ul style="list-style-type: none"> • Stated that the Establishment of Adana Vocational Training Center Project, concretely, aims to create a business model, establish curricula, give pilot trainings and get the vocational training test center identity. Noting that the first PSC meeting of the project was held on October 27, 2020, he updated the project start date as March 3, 2020, considering the difference between signature of the project document (01/06/2019) and signature of the finance agreement (03/03/2020), and stated that the Project started after the relevant I PSC meeting. • Noting that one of the topics of the PSC meeting held today is the extension of the project, he drew attention to the fact that the project will be extended for the first and last time. He emphasized that the reason for the previous date revision was the alignment of the project document with the finance agreement. • Emphasizing that the beginning of the project coincided with the emergency of the Covid-19 pandemic process, he underlined that this acted as both a challenge and an opportunity to approach vocational training with a different perspective. Stating that until now the Gas Arc Welding, Electric Arc Welding and CNC Operator Pilot Trainings are successfully conducted to Vocational High School Students as a blended model as initially planned; he shared that in addition to vocational trainings, the capacity building trainings were also given to ADASO personnel and vocational high school teachers in the past period. • Expressing that the project is planned to be extended until the end of February 2022, he stated that in the remaining period, it is planned to give additional pilot trainings, to facilitate the signing of authorization protocol between ADASO and MoNE to accredit the vocational training center in the ADASO, and to carry out necessary studies to give ADASO the test center authority. Noting that as a result of the trainings held in the past, the students who took the courses were mostly employed, he stated that the concrete outputs of the project started to be taken and it is planned to actualize the planned communication and visibility studies in the last 6 months, in which these outputs will also be shared with public.
<p>Agenda Item and Agenda Owner</p>	<p>Explanations and Remarks by the Agenda Owner</p>
<p>Review of the Project and Activities, Update on Current Situation</p>	<p>In his presentation, Guray Balaban:</p> <ul style="list-style-type: none"> • Noting that the first 2 components of the Project and three of the vocational trainings out of the 3. component was completed, he stated that capacity building activities were also carried out in the past period. In the 1st Steering Committee meeting, he stated that after the strategy was revised to develop solutions for qualified workforce, to approach vocational education
<p>Views and Recommendations of the PSC Members</p>	<p>Decisions Taken</p> <ul style="list-style-type: none"> • Representing ADASO, Mr. Bora Kocaman stated that although successful results were obtained from the trainings, because they designed the relevant module at the desk and implemented it with students for the first time, they were always on the learning side and indicated that it is <p>According to approval and mutual consent of all parties, the duration of the project is agreed to be extended from 31.08.2021 to 28.02.2022 with no cost time extension to implement</p>

<p>Presentation: Güray Balaban, UNDP</p>	<p>innovatively, to create an online platform infrastructure, and to develop cooperation with vocational high schools, a 7-stage framework was set up, stating that these stages were determined as understanding the industry needs, curriculum determination, content development, content approval, the adaptation of the content to virtual environment tools, the establishment of measurement-evaluation and test system, the organization of physical workshop trainings and he mentioned that all relevant stages have been completed in the past period.</p> <ul style="list-style-type: none"> By noting that in this context, after determining the demands and job placement opportunities for those sectors which are active in Adana and its surrounding provinces, the curriculum and short-term program are developed, then the content is created in line with the demands from the industry, strategies are determined for the implementation of virtual environment content tools called ADDIE, and the necessary preparations are made within this framework, then a measurement and evaluation system was created; He also detailed that virtual and physical trainings were realized in a blended model. Expressing that in the first stage, a total of 54 hours of Gas Welding Pilot Training were given in 2 weeks, and trainings for senior vocational high school students started within the framework of demands from the industry, he stated that they focused heavily on practical training in addition to theoretical training. Mr. Balaban indicated that 12 hours of theory and 42 hours of practical training were given to 15 students by 3 trainers in which all students learned through intense experience and practice. He emphasized that ADASO has a lot of ownership contribution not only in trainings, but also in selecting and motivating the relevant students and providing the trainings with full capacity. Mr. Balaban shared that a person who graduated from a vocational high school told his own life and success story, and 	<p>necessary to work on revising the relevant modules. After placing the students in their workplaces, he also indicated that he wants to interview the students in 3, 6 and 12 months and ask their thoughts about the course and what could be improved. Noting that as ADASO, they want to carry some of the practical trainings to the online environment, he suggested that some of them can only be carried out in the virtual environment by keeping the number of vocational training low in order to create a visual structure with video.</p> <ul style="list-style-type: none"> Representing UNDP, Mr. Güray Balaban, pointed out that they receive feedback from both the trainer and the students after each training, and stated that there are plans to make a video with professional shooting on practical trainings. He conveyed that they could make a pilot trial of online training with shooting and that the duration of the Project and budget would allow it. Representing EBRD, Mr. Mehmet Uvez stated that they care about sowing the seeds of digitalization and transformation and stated that the proposal presented by ADASO is also suitable for the EBRD. 	<p>and finalize the following activities:</p> <ul style="list-style-type: none"> To realize additional seven pilot blended vocational trainings under the scope of the AVTC Project to monitor the quality and sustainability of the vocational trainings To provide ADASO and vocational high school students with at least one online vocational training by using digital tools as described in the "AVTC Project Conceptual Design Report" To facilitate and ensure the signing of the protocol among ADASO and Ministry of Education which will give ADASO the legitimacy to
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<p>that this had a great effect on students in a positive sense as he was able to convey to the students that they can also come to good places while increasing their professional competence. Mentioning that these trainings are not only theoretical and practical trainings but also a matter of vision, he emphasized that positive feedback has started to be received in terms of motivation.</p> <ul style="list-style-type: none"> • In addition to these studies, Mr. Balaban mentioned that factory and workshop visits have also been made so far, and awareness-raising activities have been organized regarding the accomplishments that the students who is involved in the related sector could achieve. • Stating that the job placement rate is quite high in all 3 trainings, namely Gas Arc Welding (11 out of 12 students), Electric Arc Welding (8 out of 10 students) and CNC Trainings (10 out of 14 students), he stated the fact that the demand for designing and conducting these trainings was high and came from the industry caused the system to work successfully. Noting that 4 trainings have been given to ADASO personnel and vocational high school teachers on capacity building so far, he shared 3 activities (Hackathon Event, Social Media Live Broadcast, a workshop on how the vocational high school model can evolve) are planned to take place in October and November as the visibility and awareness raising activities. • Noting that financially the Project budget is 300,000.00 Euro in total, he emphasized that 60,000.00 Euros were received first as advance payment and then 120,000.00 Euros were transferred from the EBRD Fund, and that a cash flow of 120,000.00 Euros is planned to be realized in the future. Emphasizing that this stage has been reached without spending much in terms of cost, Mr. Balaban stated that UNDP wants to continue the implementation of the related Project by accelerating and improving it in the next stages. 	<ul style="list-style-type: none"> • In addition, Mr. Uvez emphasized the importance of taking over in terms of ownership on vocational qualification by stating that they care about professional competence as a bank and declared that they would provide necessary financial facilities to UNDP as well. He stated that the final payment was tied to the reporting and evaluation of the final output and that no potential problem was foreseen in this regard. 	<p>provide vocational trainings and accomplish the operationalization of Adana VET Centre</p> <ul style="list-style-type: none"> • To facilitate the collaboration among ADASO and a service company to give ADASO the legitimacy to make official tests and act as VOC Test Centre <p>There is no change in the total contribution of the European Bank for Reconstruction and Development (EBRD) to the project (in total #Euro300.000,00#.)</p>
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- Stating that a financial agreement was signed with the EBRD Fund on 3 March 2020 within the scope of the project, Mr. Balaban mentioned that the physical receive of the budget corresponds to the date of 19 May 2020 and stated that the revised project document will be completed on 31 August 2021 according to the decision of 1. PSC Meeting; he expressed the request of UNDP to extend the duration of the Project for 6 months without considering an additional budget request in order to realize the following activities within the framework of the mutual approval and joint consent of the parties:
 - To prepare and conduct 7 VET Training modules
 - To secure the VOC test certification
 - To conduct the 3 Workshop, Webinar and Visibility activities
- Mr. Balaban shared that due to the Covid-19 Pandemic, the previously planned overseas trips did not take place and the Basic Life Skills Training Module was canceled because the current Syrian population in Adana has been in the region for more than 10 years and ADASO has another activity within the scope of another ongoing project corresponding to this activity, instead, he mentioned that the number of 5 vocational trainings planned in the project document has been increased to 10 and that the budget allocated for overseas trips has been transferred to other items and reiterated the request towards the 6-month extension of the Project period until February 2022 without an additional financial request.
- Stating that the trainings so far have been carried out by UNDP, and necessary other studies such as providing the consumables are carried out with the initiative of ADASO, but this is not a sustainable method, Mr. Balaban shared that by signing a protocol in order to establish and continue a sustainable system after the project is completed as the model realized with the



	<p>Gaziantep Metropolitan Municipality, it will be possible to purchase the relevant materials, pay the fees of the trainers and cover the costs such as meals for the students by ADASO and due to this a study should be carried out to transfer the cash flow from UNDP to ADASO and from ADASO to the school which is called as HACT Assessment in order to ensure that ADASO will manage the relevant purchasing processes correctly.</p> <ul style="list-style-type: none"> • By stating that a service procurement tender process should be carried out in order for ADASO to become a test center after accreditation and stated that the relevant process is completed within 6 and 8 months and mentioning that in order to ensure maintenance in terms of sustainability and to stick to the same method in terms of implementation, he suggested that the purchasing processes could be realized by ADASO, as in the previous example, and the payment could be done by UNDP. • Drawing attention to the possibility of receiving the final budget transfer after the end of project, he expressed his request for authorization to ensure cash flow and emphasized that the EBRD's interpretation of financial flow is important at this point. 	
<p>Closure: Mustafa Ali Yurdupak, UNDP</p>	<p>Before closing the meeting, Mr. Yurdupak once again thanked to all the participants for their participation and contribution and stated that the activities to be carried out with the extension of time in the relevant Project will ensure that the 6-month period will pass to the fullest and that additional based interventions will be made. In this context, he conveyed his thanks again to the stakeholders for both their participation and approval and stated that the administrative process will continue from now on, the meeting notes will be circulated as minutes, and as a result of this circulation, the approvals will be officially accepted.</p>	<p>Stating that the project has touched the lives of many families in a positive way, Mr. Bora Kocaman expressed his satisfaction that the project has started to yield the expected results. Mr. Zeki Kıvanç, representing ADASO, Mr. Mehmet Uvez representing the EBRD, and all other participants stated that they approved the decisions taken during the meeting; as project stakeholders, they repeated that they will offer their contribution and support for the successful conclusion of the project within the framework of joint cooperation, and expressed their gratitude for all the work and participation in the meeting.</p>

